

MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
POPULATION TECHNICAL ADVISORY COMMITTEE

November 10, 2009
MAG Office, Saguaro Room
302 North 1st Ave, Phoenix

MEMBERS IN ATTENDANCE

George Pettit, Gilbert, Chairman
*Bryant Powell, Apache Junction
A- Scott Wilken, Avondale
Brian Rose, Buckeye
A-DJ Stapley, Carefree
*Usama Abujbarah, Cave Creek
Sam Andrea for Jason Crampton, Chandler
A-Mark Smith, El Mirage
A-Eugene Slechta, Fountain Hills
*Terry Yergan, Gila River Indian Community
Thomas Ritz, Glendale
A-Katie Wilken, Goodyear
*Gino Turrubiarres, Guadalupe
*Rick Buss, Town of Gila Bend
A-Sonny Culbreth, Litchfield Park

*Matt Holm, Maricopa County
Wahid Alam, Mesa
A-George Burton for Molly Hood, Paradise Valley
*Ed Boik, Peoria
Chris DePerro, Phoenix
Dave Williams, Queen Creek
*Bryan Meyers,
Salt River Pima-Maricopa Indian Community
A-Eddie Lamperez, Scottsdale
A-Arlene Palisoc for Lisa Collins, Tempe
Anne McCracken, Valley Metro
A- Diane Cordova for Lloyce Robinson, Youngtown

* Not in attendance

A - Participated via audioconference

OTHERS IN ATTENDANCE

Rita Walton, MAG
Anubhav Bagley, MAG
Jason Howard, MAG
James Castagneri, Census Bureau
Al Nieto, Census Bureau
Steve Weinstein, Census Bureau
Jami Garrison, MAG
Heidi Pahl Bickart, MAG

Tammy Perkins, Phoenix
Max Enterline, Phoenix
Tony Bianchi, Mesa
Art Brooks, Strand Association
Greg Beard, Avondale
Mike Conlin, Glendale
Shawny Ekadis, Queen Creek
Jeff Sanchez, Maricopa County
Larry Wolfson, Maricopa County

1. Call to Order

The meeting was called to order at 10:00 a.m. by Chairman George Pettit.

2. Call to the Audience

No comments were made by the audience.

3. Approval of the Meeting Minutes of October 27, 2009

Thomas Ritz noted that Dave Neal from Surprise was in attendance at the October 27, 2009 MAG POPTAC meeting. George Pettit noted that he sent corrections to the October 27, 2009 meeting minutes to MAG staff in advance of the meeting. Dave Williams moved, Eddie Lamperez seconded and it was unanimously recommended to approve the meeting minutes of October 27, 2009 as amended.

4. July 1, 2009 Maricopa County and Municipality Resident Population Updates and Methodology

Anubhav Bagley said the Arizona Department of Commerce (DOC) is preparing the July 1, 2009 resident population updates for each county in the state. He reported that MAG has received a draft 2009 county population update for Maricopa County. He explained that because of the deadlines for approving the updates and the schedule of MAG Management Committee and Regional Council, MAG staff has developed a draft set of municipality updates based on the draft control total for Maricopa County. He said the draft July 1, 2009 Maricopa County and MAG municipality resident population updates along with a summary of the methodology used to produce them are included as Attachment One in the agenda packet. He remarked that because there may be changes to the state and county control totals by the Arizona Department of Commerce (ADOC), the MAG POPTAC is requested to recommend approval of these updates to the MAG Management Committee provided the Maricopa County control total is within one percent of the final control total.

Wahid Alam said the Ad Hoc POPTAC subcommittee has recommended approval of this item to the MAG POPTAC for approval provided the number is within one percent of the final control total.

Mr. Alam made a motion to recommend to the MAG Management Committee to approve the July 1, 2009 Maricopa County and MAG Municipality Resident Population Updates provided the Maricopa County control total is within one percent of the final control total. Eddie Lamperez seconded the motion and the motion passed unanimously.

5. Census 2010 Local Update of Census Addresses (LUCA) Feedback Materials and Appeals Process

George Pettit suggested taking the agenda items out of order and asked Heidi Pahl Bickart to introduce agenda item seven. Heidi Pahl Bickart explained that the LUCA program is a critical part of Census 2010 activities because it uses local expertise to improve the accuracy and completeness of the address list used for mailing Census 2010 questionnaires. She said MAG member agencies completed the initial phase of the LUCA program in 2008.

Ms. Pahl Bickart stated that the purpose of LUCA feedback is to provide local governments with detailed feedback materials that document which local address additions and updates the Census Bureau did or did not accept, along with the list of addresses that have been deleted from the original Master Address File during address canvassing. She said member agencies that wish to dispute the Census Bureau's determinations must file their appeal within 30 calendar days of receiving their materials.

Ms. Pahl Bickart announced that MAG staff have signed the Title 13 confidentiality agreement and can review the LUCA feedback materials. She said upon initial review, MAG staff found a number

of housing units that were rejected by the Census Bureau and therefore put together a PowerPoint presentation and list of resources to assist member agencies with the LUCA Feedback program.

Heidi Pahl Bickart said that on average, every person counted in Arizona equals about \$1,550 per year in funding, or about \$3,875 per household per year. She said a complete and accurate LUCA list can help prevent a revenue loss of nearly \$40,000 over ten years for every housing unit not counted in Census 2010.

Ms. Pahl Bickart thanked each POPTAC member and LUCA liaison for providing the date of receipt of their LUCA feedback materials to her via email. She said that MAG staff is available to assist member agencies with their LUCA feedback and appeal, adding that MAG staff will be available after POPTAC to meet individually with member agencies to discuss their feedback

Steve Weinstein provided an update on the Group Quarters Validation (GQV) program that occurred in September and October 2009 in Maricopa County. Mr. Weinstein explained that the GQV operation began with about 40,000 group quarters locations and ended with approximately 1,800 group quarters locations in Maricopa County. He said the group quarters that were found to be non group quarters were placed into the housing unit list or Master Address File (MAF).

George Pettit asked if the 38,000 group quarters placed back into the MAF would receive a Census 2010 questionnaire next year. Steve Weinstein replied yes.

Rita Walton asked if unit numbers were found on the non-group quarters and asked if the unit numbers were added to the address file. Steve Weinstein replied yes, all unit numbers were added to the address file. Anubhav Bagley asked if detailed addresses including unit numbers were collected for mobile home parks. Steve Weinstein replied yes. Anubhav Bagley then asked if the Census Bureau counts the mobile home or the pad as the address. Steve Weinstein replied that the each pad or space receives an address whether it is occupied or not.

Tony Bianchi asked how an addressed but vacant mobile home pad is listed and subsequently tabulated for Census. Steve Weinstein replied that it depends on the existence of permanent utility hook-ups. He said the Address Canvassing lister was instructed to list vacant mobile home pads as a Housing Unit if permanent hook-ups are available at the site. If there are no permanent hook-ups, the lister was supposed to list them as an Other Living Quarters (OLQ). This would be typical of campsites and temporary RV parks (as opposed to mobile home sites). During Group Quarters Validation (GQV), most RV parks and campsites will get coded into Enumeration of Transitory Locations (ETL). In either case, they are considered HUs because of the address.

Max Enterline asked how the Census Bureau determined a dwelling unit to be an OLQ. Steve Weinstein replied that the Census staff started with a list of OLQs and conducted in-person visits to each OLQ. Max Enterline asked how the OLQ enumeration will be conducted. Steve Weinstein said a questionnaire will be mailed to all OLQs and if there is no response then the Census Bureau will follow-up with an in-person visit.

Wahid Alam asked how the Census Bureau handles Domestic Violence shelters that do not have published contact information. Steve Weinstein responded that the Census Bureau cannot force anyone to cooperate, and Census staff tried the best they could to obtain responses.

DJ Stapley asked if there is a possibility of a group quarters going unnoticed. Jim Castagneri replied that local governments identified group quarters in the first phase of LUCA. He said that

if an address was on the original LUCA address list then it can be appealed in the LUCA Feedback program.

Rita Walton gave a detailed PowerPoint presentation on LUCA Feedback Materials and the Appeals Process. The PowerPoint is available on the MAG Web site for the November 10, 2009 MAG POPTAC meeting. Rita Walton encouraged member agencies to focus on the A and C records as the County was focusing on the X1s. Jim Castagneri said there is a lot of work involved in the LUCA appeals process and complimented Rita Walton on her summary of how to do LUCA feedback. Jim Castagneri said that a lot of the X1s are duplicates. Brian Rose asked for a definition of the A2 code. Jim Castagneri read the definition from the User Guide. Members discussed the codes of A, C and X. Jim Castagneri urged member agencies to be aware of duplicate MAF IDs. DJ Stapley asked if an address can be appealed if it has the wrong street name. Rita Walton replied it can be appealed if it was on the LUCA feedback file with A8, A10, C6, C9 or X1 codes.

Rita Walton urged all member agencies to send their LUCA due dates to Heidi Pahl Bickart. Jeff Sanchez said the Maricopa County LUCA due date is November 20, 2009. Chris DePerro said that the City of Phoenix is researching the LUCA appeals multi-family documentation procedures and has some questions that he would like MAG to ask the LUCA Appeals Office. Heidi Pahl Bickart agreed to collect all questions from MAG member agencies and post to the MAG LUCA website as a Frequently Asked Questions (FAQ) that will be updated multiple times per week. Ms. Pahl Bickart noted that the LUCA Appeals Office is not yet set up and there is only one person available to respond to all LUCA appeals questions. She said this person has given her his personal cell phone and email address and she has agreed to be the single point of contact between member agencies and LUCA Appeals until the LUCA Appeals Office hires more staff. Shawny Ekadis asked if jurisdictions can appeal the J code. Rita Walton replied no.

Rita Walton announced that a DVD of aerial imagery by block is available to all jurisdictions. Ms. Walton provided a list of contacts and resources to assist member agencies with LUCA:

Main Contact: Heidi Pahl Bickart, hpahl@mag.maricopa.gov

Aerials of Specific Blocks: Scott Bridwell, sbridwell@mag.maricopa.gov

GIS Questions: Jason Howard, jhoward@mag.maricopa.gov

Technical Questions: Anubhav Bagley, abagley@mag.maricopa.gov

County Specific Questions: Marta Dent, mld@mail.maricopa.gov

MAG Specific Questions: Rita Walton, rwalton@mag.maricopa.gov

6. Regional Updates

No updates were provided.

7. Next Meeting of MAG POPTAC

George Pettit said the next meeting of the MAG POPTAC is scheduled for Tuesday, December 15, 2009 at 10:00 a.m. The meeting adjourned at 11:32 a.m.